

Policy Title: Admission Criteria For Children Under Five (5) with Mental Retardation

Scope: Each residential facility operated by the Mississippi Department of Mental Health serving clients with mental retardation shall utilize the stated policy regarding admission of children under the age of five (5) years.

Policy: To assure an orderly and equitable provision of services to children with mental retardation in need of care who are under the age of five (5) and to comply with the laws of the State of Mississippi it shall be the policy of the Board of the Mississippi Department of Mental Health to:

- I. Provide long term care services to children under the age of five (5) utilizing the prescribed review process with final approval requiring a majority vote of the Board of Mental Health. Long term care shall be provided only through Ellisville State School.
- II. Provide respite care to children under the age of five (5) years at each of the facilities serving children with mental retardation of the Department of Mental Health utilizing the established policies for respite care at each

facility.

Procedure: The following shall be the procedures to implement the stated policy for long term admission:

- I. Ellisville State School will maintain eight (8) beds to provide long term care services for children under the age of five (5) years.
- II. Referrals for long term care services shall be submitted to the Director of Ellisville State School.
- III. All applications will be reviewed by the Ellisville State School Administrative Screening and Review Committee (which shall meet or exceed the requirements established by the Joint Commission on Accreditation of Healthcare Organizations admission review criteria for long term placement) to determine whether or not the placement is appropriate.
- IV. Persons with a disability of the severity to warrant placement and approved by the Administrative Screening and Review Committee will be referred to the Office of the Bureau of Mental Retardation and the Executive Director of the Department of Mental Health for consideration and referral to the Board of Mental Health if approved.
- V. By majority vote the Board of Mental Health shall make the final determination of services or placement on the waiting list for services.
- VI. Priority for placement shall be given

according to date of receipt of the
application.

D-0010
08/03/87
03/28/91
07/30/94
11/21/96
12/20/98
02/21/01
9/27/03